



SPOKANE COUNTY

OPEN COUNTY ENGINEER Posting No. 06-142

SPOKANE
COUNTY
HUMAN
RESOURCES
DEPARTMENT

EMPLOYMENT OPPORTUNITY

OPENING DATE: August 28, 2006

CLOSING DATE: Open until filled

(1st review date: September 25, 2006)

FLSA STATUS: Exempt

SALARY RANGE: \$5,916- \$7,983/month

DEPARTMENT: Engineering

WHO MAY APPLY (OPEN)

This recruitment is open to all applicants meeting the minimum requirements.

Administers programs of engineering review of planning of private development including zone changes and subdivisions.

HOW TO APPLY

Submit the following required materials:

- Spokane County Employment Application
- Cover letter
- Resume
- References

Coordinates the Engineering Division's efforts with those of other departments and political subdivisions.

FAILURE TO SUBMIT THE REQUIRED MATERIALS LISTED ABOVE, MAY ELIMINATE YOUR EMPLOYMENT APPLICATION FROM CONSIDERATION.

Serves as County Traffic Safety Coordinator, Newman Lake Flood Control Zone District Administrator and Flood Protection Program Coordinator.

EXAMPLES OF DUTIES

(Duties may include, but are not limited to the following:)

Manages the Engineering Division by directing and participating in the planning and designing of work projects; develops programs within the general policy guidelines as established by the Board of County Commissioners; administers personnel practices and procedures, including labor relations; oversees and directs subordinates in their work.

Prepares and administers department budget.

Directs the planning, design, construction and maintenance of County roads, bridges and equipment; directs the development and implementation of special programs including Air Quality and Transit Plans, flood and area drainage projects.

Manages the equipment rental and replacement fund: determines the equipment replacement budget, administers the fleet management system and is responsible for the maintenance operations of the County's Central Shop which provides equipment needed for the County's maintenance and operations activities.

Advises and represents the Board of County Commissioners in engineering matters at public meetings, hearings and intergovernmental meetings.

Directs the planning, construction and operations of the Geiger Spur Rail Line, including all State, Federal and private grants and agreements.

Directs the arrangement of financing of all programs and administers same.

Performs other related duties as required.

MINIMUM REQUIREMENTS

TRAINING AND EXPERIENCE:

Five (5) years experience as a Professional Engineer, three (3) years of which was spent in progressively responsible supervisory and management capacity- or- substituting an Advanced Engineering degree for up to one year of Professional Engineering experience.

LICENSE: Certified as a Professional Engineer in Washington State or a state having reciprocity with Washington.

See other side for important additional information

1229 WEST MALLON, SPOKANE, WA 99260-0230

Phone: (509)477-5750 • TDD Available • JOB HOTLINE: (509) 477-JOBS www.spokanecounty.org

EQUAL OPPORTUNITY EMPLOYER

DRUG FREE WORK ENVIRONMENT

SELECTION FACTORS

Considerable knowledge of:

- Current engineering principles and practices as they apply to planning, maintenance and design of roads and bridges and other projects administered by the County Engineers.
- The basic principles of pro-active management and supervision including, but not limited to: hiring, assigning work load, evaluating, supervising, disciplining and terminating employees.

Knowledge of:

- Sound fiscal programs and budgeting processes necessary to manage assets to ensure that budget constraints and timelines are met.

Ability to:

- Provide testimony at public hearings and trials and to explain technical and engineering plans to non-technical officials and to the public.
- Make critical decisions involving large, complex technical or financial transitions.
- Build a consensus of alternatives and to make decisions and exercise judgment in developing, applying and interpreting divisional policies and procedures.
- Effectively and efficiently manage and supervise the activities, programs and personnel of the division.
- Establish and maintain effective working relationships with the board of County Commissioners, department personnel, personnel from other County departments, state and federal officials, local governmental officials and the public.

- Communicate effectively with the public and County personnel, both orally and in writing.
- Present technical data clearly and concisely and in a manner which can be understood by lay persons.
- Plan for needs and improvements in municipal public works systems, develop division goals and objectives, develop division programs with assistance from section supervisors, effectively direct and motivate subordinate supervisors in the accomplishment of objectives, and evaluate program accomplishments in terms of end results.

BEHAVIORAL STANDARDS

Respectful and courteous to customers, workers, and County leadership. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effectively communicates with customers and other County employees. Friendly and respectful to customers and other County employees. Gets along with co-workers and managers. Positively represents the County, maintaining the trust County residents have placed in each of us. Demonstrates honest and ethical behaviors.

SELECTION PROCESS:

Initial screening will be based solely on the information contained in your Spokane County Employment Application. If you meet the minimum requirements, the hiring authority may review your application materials. The hiring authority may interview top candidates. This process is subject to change.

All information submitted in the application and in any attachments or supporting documents must be true, correct, and complete. Providing false or incomplete statements will be justification for termination or refusal of employment. All application materials are due by 4:30 p.m. on the closing date. POSTMARKS WILL NOT BE ACCEPTED.

NOTES

Spokane County is an "at will" employer. All positions are considered "at will" or "at the pleasure" of the hiring authority unless specified otherwise in specific labor agreements. Such positions can be terminated with or without cause at any time by the hiring authority. No employee of Spokane County has the authority to make any oral or written agreement altering any "at will" relationship.

For some positions, joining the Union may be a condition of employment pursuant to the exception as noted in RCW 41.56.122(1) and any other rights afforded by law. Changing bargaining units within the county work force may incur a change in the employee's benefits.

Spokane County strives to satisfy all requests for reasonable accommodation from persons with disabilities. Requests for accommodations should be made in advance and addressed to the Human Resources Director at 477-5750.

